



GWINNETT COUNTY
Department of Planning and Development
Development Inspection Section
Phone: 678-518-6070
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MEMORANDUM

TO: Residential and General Contractors

FROM: Bryan Lackey
Acting Director

SUBJECT: Revised State of Georgia Residential and General Contractor Licensing

DATE: June 10, 2008

Effective on or after July 1, 2008, the state of Georgia has mandated that all residential and general contractors be licensed. A permit is required to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure. After July 1, 2008, Gwinnett County is prohibited by state law from issuing permits to unlicensed contractors. We will verify that you are licensed through the Georgia Secretary of State and that your license is in "active" status. This new law also requires a qualifying agent. Therefore, the organization shall submit a statement on company letterhead designating the individual as a qualifying agent. The statement must also include his or her name and license number.

Additionally, on May 7, 2008, the Licensing Board approved additional types of licenses providing for a limited tier individual and limited tier qualifying agent license. These two rules became effective on May 28, 2008. These new rules as well as the new licensing requirements are available upon request or can be viewed on line at www.sos.ga.gov/plb/contractors.

If you have any questions, please contact Joel Rodriguez, Division Inspection Manager at 678-518-6035.



GWINNETT COUNTY
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ONE JUSTICE SQUARE
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Authorized Permit Agent Form

License verification by permitting office should be completed by visiting sos.ga.gov/plb/

Licensed Contractor: _____ **Individual** _____ **Qualifying Agent**

Name of licensed person _____

*Please attach a copy of Individual license or Company License (Reflects company and qualifying agent license number)

License number of individual or qualifying agent: _____

Name of licensed company (if applicable): _____

License number of company (if applicable): _____

I, _____, hereby designate
Licensed Individual or Qualifying Agent

_____ to apply for and obtain permit(s).
*Please attach a copy of the authorized permit agent's driver's license

I, the undersigned, being the contractor as either an individual or a qualifying agent, do hereby affirm and swear, under oath, that all information on this form and on accompanying documents are true and correct.

Signature of individual or qualifying agent _____

State of _____ County of _____

Subscribed and sworn to before me this _____ day of _____ 20 ____

Signature of Notary Public _____

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